PATIENT ACCOUNTS GENERAL LEDGER ~~ ACCOUNTS RECEIVABLES FLOWCHART SERVICE LOCATION BILLING SERVICE LOCATION A/R PROCESS CORE ACCOUNTING PROCESS RPMS/CORE Recording & Reconciliation FINANCE OFFFICE **PROCESS** Core Collection Report Collection totals must be Accounts Receivable entered into a collection Monthly Reconciliation -Package Subsidiary Ledger report which will be used for Finance Offices prepare a Third Party Billing System Accounts Receivable reconciling RPMS batches to spreadsheet monthly Claims (Bills) Package (Stored Bills) Core collections and to showing beginning A/R Treasury via the 224 cash balances by location process, but collections will monthly billed and adjusted Claim Bill Adjustment Process Collection Entry Batch. A be included for the current from PSR report and the Generation Process Adjustments Posted to collection entry batch for each month enter collections. total collected Balances by Third Party Billing category must be created in RPMS billed and adjusted amounts A/R Package locations are then Nightly Checker/ A/R for both adjustment and into Core by location and (Manually or reconciled to the ASM Billing/and Approvals payments in the month of receipt budget activity for current Electronically) amount by location. up to and including the cutoff date month Core Entries. A collection entry batch for actual cash Billing Process deposited into individual Payments Posted to Claims (Bills) accounts may not be A/R Package Transferred to PSR Reports Run accomplished prior to month (Manually or Accounts Receivable end closing. Electronically) Package Core Reconciliation. Finance Offices must reconcile balances from the RPMS A/R system with the Core general ledger using the reports Billing Process received from the Service Collections Process Claims (Bills) Unit (by allowance category) Payments Received/ Transmitted to Third Deposited or Lockbox Party Payers Processed ASM Reports Run CORE BALANCE BY ALLOWANCE **Payment Process** Checks Mailed/ Adjudication Process DECISION Electronic Payers Reject/Deny Pay or Remittances Partially Pay Claims Transmitted EOBR Sent